



Flagstaff Water Services

Regulatory Compliance



June 28, 2019

TO: Septage and Grease Waste Haulers

RE: **Quick Reference Guide for Grease and Septic Waste Disposal Practices**

Dear Waste Hauler:

The Flagstaff City Council recently adopted an Enforcement Response Plan (ERP) in December 2018, identifying how Water Services will respond to instances of non-compliance. You can view or download the adopted ERP at: <https://www.flagstaff.az.gov/ERP>. The plan outlines enforcement practices for Grease and Scavenger Waste disposal at Wildcat Hill WRP Septage Receiving Station. As a **registered permittee for Grease and Scavenger Waste Disposal**, we want to assist you in navigating the measures outlined in the ERP.

This letter also informs you of new waste manifest forms and permit application to support compliance to the ERP. We are providing a **Quick Reference Guide** to assist waste haulers in understanding the applicable City Code and disposal practices.

Effective starting **August 5, 2019**, new manifest forms must accompany all wastes delivered to the septage and grease receiving stations at Wildcat Hill WRP. **Please be sure to fill out forms completely and accurately.** Incomplete manifests may result in restriction of disposal waste services at Wildcat Hill WRP. A sample of the new forms are included with this notice. The new manifest forms, permit application, and quick reference guide can be found on our website at: <https://www.flagstaff.az.gov/4139/Scavenger-Waste-Disposal>.

1. New Waste Manifest Forms

- **Scavenger Waste Manifest** – This was previously called the Non-Hazardous Waste Manifest, for septic waste disposal.
- **Grease Waste Manifest** – This pertains to wastes accepted at the grease receiving station.

2. **New Permit Application** – The new permit application now identifies the City Code and guidelines for waste haulers.

3. **Quick Reference Guide** for Scavenger and Grease Waste

An Opportunity to Weigh In. Flagstaff Water Services is also moving forward to streamline the manifest process through use of an electronic manifest using a smartphone application. If you are interested in beta-testing the developing electronic manifest application, or if you have any questions regarding this letter, please contact Steve Camp at scamp@flagstaffaz.gov or (928) 213-2475, or Jim Huchel at jhuchel@flagstaffaz.gov or (928) 213-2426.

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Water – Wastewater - Reclaimed Water - Stormwater